

Statement of Deficiencies

5307-A.4: Transportation Permission

Not Met

Findings/Corrections

5307.A.4. [3] of [7] children's records reviewed did not contain signed agreements between the Provider and the parent to transport children. The authorization for daily trip shall include the name of the child, type of service (i.e., to and from home, to and from school), parent's signature and date.

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.2. Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for 6 staff.

5312-A: Orientation Training

Not Met

Findings/Corrections

No Orientation Training 5312.A. Provider lacked documentation that 1 staff, received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

5312-C: Annual Review

Not Met

Findings/Corrections

No Documentation-Annual Review 5312.C. Provider lacked documentation that 3 staff had annually reviewed the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

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5321-J: Daily Observation of Children

Not Met

Findings/Corrections

5321.J. The provider did not document observations noted on children who were observed for possible signs of illness, infections, bruises and injuries, physical condition, etc. upon arrival to the center. Results including an explanation from parent and/or child shall be documented.

Provider not currently documenting the explanations of the daily observations from the child or mother.

5325-N: Sleeping Accommodations Labeled

Not Met

Findings/Corrections

5325.N. Each child's sleeping accommodations were not assigned to him/her on a permanent basis as they were not labeled.

Mats were labled for children for daytime care however cots were not labeled for night time and afterschoolers.

5329-A: Parental Authorization

Not Met

Findings/Corrections

No Authorization 5329.A. The Provider did not obtain written parental authorization for all non-vehicular excursions in [any] of [7] children's files reviewed. Authorization shall include:

- Name of child;
- Type and location of activity;
- Date and signature of parent;
- Updated at least annually.

5329-B: Record of Non-Vehicular Excursions

Not Met

Findings/Corrections

No Record of Non-Vehicular Excursions 5329.B. The Provider did not maintain a record of all non-vehicular excursion activities. Documentation shall include date, time, list of children, staff, and other adults, and type of activity.

5335-D: Master Transportation List

Not Met

Findings/Corrections

No Master Transportation List 5335.D. The provider did not have documentation that the driver or attendant was provided with a master transportation list that includes each child's name, pick up and drop off locations and authorized persons to whom the child may be released. Transportation is provided by [center].